

**MEETING:** Site Review Committee      **LOCATION:** City Hall  
**SUBJECT:** Project & Facility Mgmt. Shop      **DATE:** March 17, 2020  
**ADDRESS:** 406 Don Hovey Drive  
**PRELIMINARY SITE REVIEW**

**IN ATTENDANCE:**

Carley Lemmon, Asst. Planner  
(2319) 462-1161 / [clemmon@valpo.us](mailto:clemmon@valpo.us)  
Vicki Thrasher, Building Commissioner  
(219) 462-1161 / [vthrasher@valpo.us](mailto:vthrasher@valpo.us)  
Mike Jabo, Engineering Director  
(219) 462-1161 / [mjabo@valpo.us](mailto:mjabo@valpo.us)  
Bill Laird, Engineering Dept.  
(219) 462-1161 / [blaird@valpo.us](mailto:blaird@valpo.us)

**PRESENTERS:**

Don McGinley,  
Director of Project & Facility Management  
(219) 462-6174 / [dmcginley@valpo.us](mailto:dmcginley@valpo.us)  
Ken Corneil, Resident Project Representative  
(219) 462-6174 / [kcorneil@valpo.us](mailto:kcorneil@valpo.us)

The following is a summary of discussion at this meeting.

**OPENING:** The Site Review Committee met to discuss the proposed Project & Facility Management Shop building to be located at 406 Don Hovey Drive. Lemmon stated that site review is not an approval. Rather, it is a preliminary discussion of the requirements and issues to be considered by the developer or owner. It is possible it will need to come back before site review or to seek other approvals.

**EXPLANATION OF PROJECT:** McGinley passed out drawings for the existing site and the old Public Works building. The new pole barn will be built where the old Public Works building was located. The aerial view shows what was demolished 2-3 years ago; however, the pad remained. McGinley said the site was cleaned up and leveled out. Also, some erosion control/BMP's were done for some inlets, just in case there was some rain runoff. The pole barn will be built within the existing pad. The pole barn will be 40' x 96', and it will sit inside the footprint of the old concrete floor. There will be three (3) roof drains on the east side and three (3) roof drains on the west side of the building. The slope on the east side is exaggerated, and there is an under-drain system. There are cleanouts for each downspout so that the water will be contained and go to an existing storm water drain to the south. The west side sheet drains to the green area next to Axe Avenue; however, there is a storm inlet also. A bathroom and a couple of offices may be added in the third phase. The first phase was site prep. The second phase was financing the building through RDC. The third phase will be finishing out with heat, office and bathroom. The building will be used for equipment and vehicle storage. McGinley mentioned that he did speak with

Tyler Kent about zoning and setbacks. The way everything is laid out, there should not be an issue meeting the requirements.

**STAFF COMMENTS:**

**LEMMON:** The property is zoned INL, Light Industrial. Lemmon presented no other comments.

**ON BEHALF OF NATE MCGINLEY, WATER DEPARTMENT:** It will be necessary to contact the Water Department when the decision is made to tie-in for a bathroom. If nothing is done with the water, the backflow preventer is good.

**LAIRD:** Laird asked if the concrete is being demolished. McGinley said G.E. Marshall sawcut the edges of the concrete and the pole barn posts will be installed right at the edge. Laird said if there is no demolition of the concrete, then erosion control will not be required. Laird provided no other comments.

**THRASHER:** A Construction Design Release from the State of Indiana will be required. A Building Permit will be required. Fees will be waived. The building plans and site plan need to be turned in with the Building Permit application. Thrasher conveyed that it will be necessary to come back to the Building Department for the other phases. Thrasher mentioned that emergency lighting will be required inside and if there are multiple exits lighting will be required on the outside. Thrasher said there is residential zoning across the street. If LED lighting is used, they will need to be mindful about how lighting is installed. Lighting should shine towards the building and away from the property line. Thrasher mentioned that she gets complaints about the appearance of the building to the east. McGinley said he had talked to Stan's Painting. They gave a proposal to paint the building for a cost of approximately \$18,400. Thrasher said the building's appearance hinders their code enforcement activities in the neighborhood because the neighbors always point out that building. They feel that if the City isn't made to do something about the appearance of that building, they should not have to do anything about their property either. McGinley agreed that something needs to be done about the building.

**ISSUES TO BE RESOLVED:**

Detailed Site Plan  
State Design Release  
Building Permit  
Contractors Registered with the City